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FILE: *Personnel-3*

OTE 81-8018

22 APR 1981

MEMORANDUM FOR: Chairman, Honor and Merit Awards Board

VIA: Deputy Director for Administration

25X FROM: [REDACTED]
Director of Training and Education

SUBJECT: Recommendation for the Award of a
Meritorious Unit Citation to the
Operations Training Division,

25X1 [REDACTED]

25X1 1. It is recommended that the Operations Training
Division, [REDACTED], be awarded a
Meritorious Unit Citation for its exceptional response to
extraordinary training requirements placed upon it during
the past year.

2. With the realization that a critical personnel
shortage in the Agency, particularly in the Directorate of
Operations (DO) would soon seriously affect the Agency's capa-
bility to fulfill its mission, an intensive program was launched
to recruit new personnel to fill the vacuum in manpower resources.
The program met with success. Having generally succeeded in
recruiting the personnel to fill the Agency's depleted ranks,
the need remained to train these new officers as rapidly as
possible. OTD was given the task, particularly with respect
to training the officers destined for the DO.

3. Whereas Operations Course (OC) classes in the recent
past had been at a level of approximately 25 students per course,
the number of students in OC 1-80 (17 September 1979 to 25 January
1980) radically jumped to 74 students for Part I and 62 students
for Part II of the OC. Recognizing that the [REDACTED] facilities and
OTD manpower were not adequate to sustain the training of such
large groups over a long period, the decision was made to conduct
three OCs consisting of at least 50 students each per year.
OC 2-80 (17 March to 13 June 1980) and OC 1-81 (28 July to 14 Novem-
ber 1980) consisted of 53 students for the major portion of the
course. OC 2-81 (17 November 1980 to 20 March 1981) consisted
of 48 students. This three-course per year schedule will result,

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25X1

[REDACTED]

however, in having a 48- to 50-student OC constantly in session from 28 July 1980 to 3 July 1981, with no interlude for preparation between courses, and no respite other than over the Christmas holidays for the instructor and training assistant staff. The situation was exacerbated by the need to continue with the normal schedule of all other courses presented by OTD--the Clandestine Operations Orientation Course, the Field Operations Support Course, the Operations Management Seminar, the Countering Terrorist Tactics Course, the Special Operations Training Course, the Military Operations Training Course, the Military Operations Familiarization Course, [REDACTED] Training Course, the Military Operations Seminar, and the Field Intelligence Reports and Requirements Course. In order to maintain the traditional curriculum of the OC under the new schedule, it was necessary to increase the evening and weekend training activity over and above the already sizable amount of such time required of students and staff alike.

25X1 4. These additional training responsibilities over the course of the past year were handled with excellence. This was accomplished despite the fact that, additionally, a very high

[REDACTED]

5. Only through dedication of the highest order on the part of all OTD staff members was it possible to accomplish the operations training mission of OTD without any deterioration in the quality of training presented. The achievement was even more commendable in that it was accomplished without any increase in the OTD staff. Indeed, it was accomplished with even fewer

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than the normal complement of staff, as OTD had suffered losses as a result of the deaths of two staff members and the retirement of several others.

6. In recognition of the extraordinary dedication on the part of OTD staff members, the exceptional teamwork and the sustained professionalism during the past year, which enabled the OTD to meet the unusually heavy training requirements placed upon it, it is recommended that OTD be awarded a Meritorious Unit Citation.

Attachment

CONCUR:

/s/ William N. Hart

27 APR 1981

Deputy Director for Administration

Date

25X4/OTD, [] ngn (10 Apr 81)

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